

Castle/Palace/Ruin of the Week Presentation & Write-up

Worth 20% of your course grade (10% for Presentation & 10% for Write-up)
Deadlines will vary

Step #1: Sign-up for a castle, palace, or ruin to study, as noted on the syllabus. Make a note of both the date and location you have chosen.

Step #2: Go to that building's OFFICIAL website. This is likely to be managed by Historic Scotland or another similar organization. If you have any difficulty tracking down the website or figuring out if it is the official one, be sure to ask Dr. Myers.

Step #3: Explore the website and see what it tells you about Mary's association with the building. Some will have loads of information (because Mary is the main reason the structure still exists) and some will have little-to-no information (because Mary was just a blip in their overall history). Make notes about what you find. If your website has enough information about Mary to speak about for 5 mins. in class, skip to Step #5.

Step #4: If your website does not have sufficient information about Mary, ask yourself if you can draw any conclusions about her relationship with the building based on your knowledge of the subject so far. Set up a time to discuss the situation with Dr. Myers ASAP to see if additional research could/should be done.

Step #5: Prepare to present your castle/palace to your classmates. You will need to give the who, what, when, where, why, and how of the residence. When was it built? By whom? Is it easily accessible? Is it intact? Is it a ruin? Can people visit it and learn about Mary? You should also explain the extent to which this residence was important in Mary's history and if it relates directly to any of the documents or other items we have discussed in class. You might also say whether or not you would like to visit it. The only technology you will be able to have at your disposal during the presentation is the website itself (so no PowerPoint), which you can walk your classmates through a little or a lot.

Step #6: Present your castle/palace/ruin in 5 mins. to your classmates on your assigned date. Your grade for this portion will be based on clarity, confidence, and comprehensiveness.

Step #7: Write-up your conclusions about the residence you studied. Everything you have in note form should be converted to nice, complete sentences in nice, complete paragraphs. You should have a footnote at the end of **each** paragraph, which will note the website and possibly class notes or our textbook. In addition to summarizing your presentation, you should also reflect on the website you used. What suggestions would you make about showcasing their connection to Mary or do you think they are doing a good job already? Finally, you should assess how you thought your presentation went. Unlike most History papers, you are welcome to use the first person in writing this one. ☺ Please double space your write-up and use 1-inch margins. Don't forget to proofread it thoroughly.

Step #8: Hand in your write-up, either in person or via e-mail to Dr. Myers. It will be due 72 hours after you present -- so if you present on Monday, it is due by Noon on Thursday; on Wednesday, it is due by Noon. on Saturday; and on Friday, it is due at Noon on Monday.

Using Footnotes

For any piece of information or ideas you use from another source, you must provide a reference. Let me repeat that...for *any* piece of information or ideas you use from another source, you must provide a reference. In addition, you must place quotation marks around any direct wording you take from a source, even if it is only three or four words.

As a general rule, you should have at least one footnote per paragraph in your paper. You may list more than one source in the footnote to save you making too many of them, but you must have all the knowledge you have “borrowed” properly cited.

For this paper, please use footnotes. Your computer will automatically insert them for you. To insert a footnote, place cursor at the end of the sentence and do as follows:

- ★ In the newest version of Microsoft Word (for Windows)...go to the Reference tab.
- ★ Click on "Add Footnote..."
- ★ Automatically a new "footnote" will come up at the bottom of your paper, set to the correct footnote number you should be on. At that point you will type in your reference information according to *The Chicago Manual of Style*. After you are finished, you can move your cursor back to the main text of your paper with your mouse. It is also good to know that you can cut, paste, and copy footnotes just as you can any other text (by highlighting the number in the paper itself and performing whichever function you need) and all the reference information will move along with the number.
- ★ Footnotes are normally in 10-pt. font.
- ★ Do not change the default settings the computer uses for your footnotes, they should all be correct already.
- ★ There will NEVER be two footnotes with the same number.
- ★ Finally, footnotes are NOT footers and should not be in your footer.

If you have any additional questions, do not hesitate to ask Dr. Myers for assistance.

Here are some examples to help you in laying out your references:

¹ HIST 130: Mary, Queen of Scots, February 2, 2018.

² Jayne Elizabeth Lewis, ed., *The Trial of Mary Queen of Scots: A Brief History with Documents* (Boston and New York: St. Martin's Press, 1999), 3-5.

³ HIST 130, February 5, 2018.

⁴ Lewis, 67.

⁵ George Buchanan, *Ane Detection of the Doings of Mary Queen of Scots, 1571*, quoted in Lewis, *The Trial of Mary Queen of Scots*, 67.

⁶ Buchanan, 66.

⁷ Historic Scotland, "Linlithgow Palace," http://www.historic-scotland.gov.uk/propertyoverview?PropID=PL_199 (accessed January 18, 2018).

Note: If you have questions about how to cite sources for History papers, set up a time to meet with Dr. Myers about it and/or get yourself a copy of Kate Turabian's *A Manual for Writers of Research Papers, Theses, and Dissertations* (that is available in the Bookstore and in the Writing Center).